



Vermont Department of Education
Office of Licensing and Professional Standards
120 State Street
Montpelier, VT 05620-2501

Application for Initial Vermont Educator License

Please type or print clearly. This application will become a permanent document in your file.
You will receive a written response when your application has been reviewed.
Processing time: 8-10 weeks

1. Social Security Number: 2. Date of Birth: ____/____/____

3. Name:

Last

First

MI

4. Maiden or previous name(s) _____

5. Mailing Address:

Street/PO Box

City/Town

State

ZIP

6. Sex: F ☐ M ☐ 7. Phone: () _____ 8. E-mail: _____

9. What endorsement(s), are you applying for? (Refer to the enclosed Endorsement Codes list on back)

Endorsement(s)

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10. Have you ever held a Vermont professional educator's license? Yes ☐ No ☐

If yes, what year did it expire? _____

Under what name were you licensed in VT _____

11. Have you received a contract offer in Vermont? Yes ☐ No ☐

If yes, indicate Year ____ - ____ School District _____ School _____

Do not write below this line: For Department of Education Use Only

Lic. Type	Issued		Expires		1	2	3	4	5	6
	MONTH / DAY	YEAR	MONTH / DAY	YEAR						
Level I	6 30	201						
Level II	6 30	201						

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12. EDUCATION: The Licensing Office must receive original transcripts confirming all college and university study.

Photocopies of transcripts are not acceptable.

College/University, City/State	Dates Attended	Degree Awarded	Major

13. LICENSING RECOMMENDATION: Check all applicable statements.

- ☐ I completed a state-approved teacher preparation program at a college/university and received a recommendation for educator licensure at the time of graduation.
- ☐ I completed an alternative licensing program in another state which was **not** part of my college degree program.
- ☐ I received a recommendation for licensure through the Vermont Peer Review process.

14. LICENSES OR CERTIFICATES CURRENTLY HELD. Copy both sides of the document. (*List most recent first.*)

Title of License or Certificate	State	Expiration Date	Subject/Endorsement Area	Grade Level

15. Education Employment Record (*List most recent first. Include months and year, e.g., 9-05 – 6-07.*)

Dates	State	School	Subject	Grade	% of Time

Number of years public school experience: ____ **Number of years private school experience:** ____

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16. Each question below must be answered.

If the answer to any item is “yes”, you must attach a complete explanation and relevant documents. A “yes” answer to any of these questions is not an automatic bar to licensure. The circumstances will be investigated and reviewed. If you have previously reported the same incident to the Department of Education, please indicate when it was reported and the results of any investigation.

	Yes	No	
A.			Have you ever been convicted of a felony or misdemeanor? If yes, please provide a written explanation and specify the court that issued the conviction. Please note that a plea of <i>nolo contendere</i> counts as a conviction of a criminal offense.
B.			Do you have any pending criminal charges? If yes, please provide a written explanation and specify the court that has jurisdiction of the charges.
C.			Have you ever had an adverse action taken against any application, certificate, or professional license in any state? Adverse action includes the following: letter of warning, reprimand, denial, suspension, revocation, or cancellation.
D.			Have you ever voluntarily surrendered a professional license or certificate or withdrawn an application for a professional license or certificate?
E.			Is there any adverse action now pending against you in any state by any professional licensing agency?
F.			Have you ever resigned, entered into a settlement agreement, or otherwise left employment as a result of alleged misconduct or incompetence?
G.			Have you ever been disciplined, reprimanded, suspended or discharged from employment because of allegations of misconduct or incompetence?

Certification and Signature

I certify that the information provided on this application and in supporting documents and attachments is true and complete. I am aware that any falsification, misrepresentation, or misstatement of material information may be cause for a licensing action pursuant to 16 V.S.A § 1698 (1) (F).

Signature _____ Date _____

VERMONT APPROVED EDUCATOR ENDORSEMENT CODES

Each license must have one or more endorsements. An endorsement specifies the instructional level and the endorsement content area in which the license holder is authorized to perform educational services. The first digit in an endorsement code denotes the grade or age range the educator may serve, and the latter two digits denote the content area. (Example: 2-05 = Grade 7-12 English)

Instructional Levels

Some instructional levels are restricted to specific endorsements. Please refer to the endorsement competencies and endorsement authorization statement (located under the endorsement name) for the instructional levels available for the endorsement. **Note: Not all instructional levels can be assigned to all endorsement.**

<u>Code</u>	<u>Range</u>	<u>Restrictions</u>
0	Birth through Grade 3	Early Childhood Education only
1	Grades K-6	Elementary Education only
2	Grades 7-12	No restriction
3	Grades PreK-12	No restriction
4	Grades 5-9	Middle Grades only
5	Age 3 through age 6	Early Childhood Special Educator only
6	Age 3 through age 21	Educational Speech Language Pathologist, Director of Special Education, Teacher of the Blind and Visually Impaired, Teacher of the Deaf and Hard of Hearing, and Intensive Special Education only
7	Grades PreK through 6	Not available for English, Social Studies, Mathematics, Science, Middle Grades
8	Grades K-8	Special Educator and Consulting Teacher only
9	Grades 5-12	Family and Consumer Science, and Design and Technology Education only
10	Grade 7 through age 21	Special Educator, Consulting Teacher, and Adult Services Coordinator
11	Grade 9 through 12	Trades & Industry, Technical Professional and those marked with “*” only
12	Grades K through age 21	Special Educator, Consulting Teacher

Endorsement Content Areas

00	Elementary Education	30	Driver Education
01	Agriculture, Food and Natural Resources	31	Health Education
02	Art	32	*Occupational Family and Consumer Sciences
03	Business and Administration	34	*Health Services
04	*Business and Administration in Career and Technical Centers	35	*Marketing and Sales Services
05	English	36	Early Childhood Education
06	Modern and Classical Languages:	37	Theatre Arts
	A. French	38	Dance
	B. Spanish	39	Bilingual Education
	C. German	40	English as a Second Language
	D. Russian	42	Educational Technology Specialist
	E. Latin	54	School Social Worker
	F. Greek	60	*Cooperative Career and Technical Education
08	Physical Education	61	Library Media Specialist
09	Family and Consumer Sciences	64	School Counselor
10	Design and Technology Education	65	School Nurse
11	Mathematics	65A	Associate School Nurse
12	Music	66	School Psychologist
13	Science	67	Teacher of the Blind and Visually Impaired
14	Computer Science	68	Teacher of the Deaf and Hard of Hearing
15	Social Studies	73	*Career and Technical School Counseling Coordinator
17	*Trades & Industry (endorsements available upon request)	76	Reading/English Language Arts Specialist
18	*Technical Professional (endorsements available upon request)	78	Reading /English Language Arts Coordinator
19	Middle Grades	80	Early Childhood Special Educator
	A. English	81	Intensive Special Needs
	B. Mathematics	82	Special Educator
	C. Science	84	Educational Speech Language Pathologist
	D. History/Social Science	85	Consulting Teacher
		87	*Career and Technical Special Needs Teacher
		89	Other

Administrator Endorsements Areas

20	Adult Services Coordinator	90	Superintendent
75	Supervisor	91	Principal
86	Director of Special Education	92	Career and Technical Center Director